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# 1. Login to application

To enter our application, we double left-click "HPwin". On the next screen press "Login". In the left column [1] of the application are the product categories of the store and in the middle column [2] shows the products per category. In the column to the right of products [3] are the essential functions of ordering.



The screenshot shows the HiTPOS Goody's application interface. The top section includes logos for HIT, HiTPOS, and Goody's, along with a copyright notice and the website address. The main area is titled "GOODYS RESTAURANT". On the left, there is a vertical menu with categories like Burgers, Sandwiches, Vegetables, Sides, Desserts, Drinks, Treats, Party, Specialities, JUNIOR, GD deals, and My Burger. The middle section displays a grid of product buttons with images and names. At the bottom, there is a numeric keypad and a section for order summary and payment. A small inset image shows a mouse cursor clicking on a globe icon labeled "HPwin".

## 2. Use of application

As mentioned in the previous paragraph, the column [1] contains all items of the shop sorted by category. The home page contains the products most used by the client.

Column [2] shows the products per category. In column [3] are the functions of ordering. Details:

Dine-in: Charged products price list "lounge".

Takeaway: Charged products price list "package".

Dine-in Discount: Charged products discounted price list "lounge".

Takeaway Discount: Charged products price list discounted "package".

Quantity +: Increases the amount of product in one unit.

Quantity -: Reduces the amount of product in one unit.

Item Return: Removes the quantity of the item that is returned by the customer in case of change.

**CAUTION**: A prerequisite is the item that will choose to be GREATER value than what your customer returns.

Price lists: This option opens a new grille through which we can change the price list as in previous buttons.

Drawer: Opens the drawer.

Total POS: To the total POS a specific paragraph below (see page 4)

Cards: Makes card discount to your existing account, depending on the rate we set.

User Selection: Select user

## 3. Product Selection

Each product selected, displays the corresponding additive or subtractive comments in the last two rows. This means that if we choose a Cheeseburger, in the last two rows will display our comments "extra pickle sauce", "without Ketchup", "without Mustard", "Without pickle sauce" and "without". Therefore, if the customer wants the product without some of the materials, in the right column will appear as shown.

Subsequently, after printing our receipt, appears at the terminals of the kitchen (KDS) just as typed. The first column shows whether the product is dine-in or takeaway, the second is quantity, the third if it is a combination (Combo), the description in the fourth, and in the fifth, the value (comments always have a value of zero).

Θ	Π	C	ΕΙΔΗ	Euro
S	1		Golden	3,15
S	1		Greenburger	3,15
S	1		Without Onion	0

## 4. Total Frame

During that charge of our products, the blue box displays the cost. There are some mini fields which show the quantity, item code, item price and the price list we charge (Dine-in:1, Takeaway: 5, Discount: 6,7,8). At checkout, we see to the right, the sum of our receipt, which we are ready to print. **We select user by pressing the "user selection" button,** located at the end of column[3].

9601	PRICELIST	1
TOTAL		6,3
QTY	COD	1026
	PRICE	0

## 5. Discount

In case we need to make a discount, there are two ways. The Amount Discount and the Percentage Discount.



For the amount Discount, we have set a button inside FUNCTIONS page. Click it to use the specified discount.

For the percentage Discount, we have set also a button inside FUNCTIONS. In this case, the user sets himself the percentage of discount. So, before clicking the button, enter with the numberboard the desired




percentage. Then, click the


## 6. Issue of Receipt

When we finish selecting products, we press  , located at the bottom of main screen. Then, we choose the way of packaging and we press  again. We have to mention that there is also available to pay via cards. The following Are supported...



## 7. Product Cancellation

In case of wrong item selection, we just mark the item and press the  , which is located at the number board, below the blue panel as shown. With that selection, we remove one of the products. In case we need

to delete all the products on the white board, we double-click at  and “YES” to the message that appears. With that way, we delete quickly the products and we are able to continue ordering.

## 8. X-ECR

To print a X-ECR, click on the FUNCTIONS button, then click the X-ECR button and (it is required to have entered a user so as to print X-ECR).

It is also available to print Z-ECR from FUNCTIONS, but mainly will be printed otherwise. (see part Z-ECR)



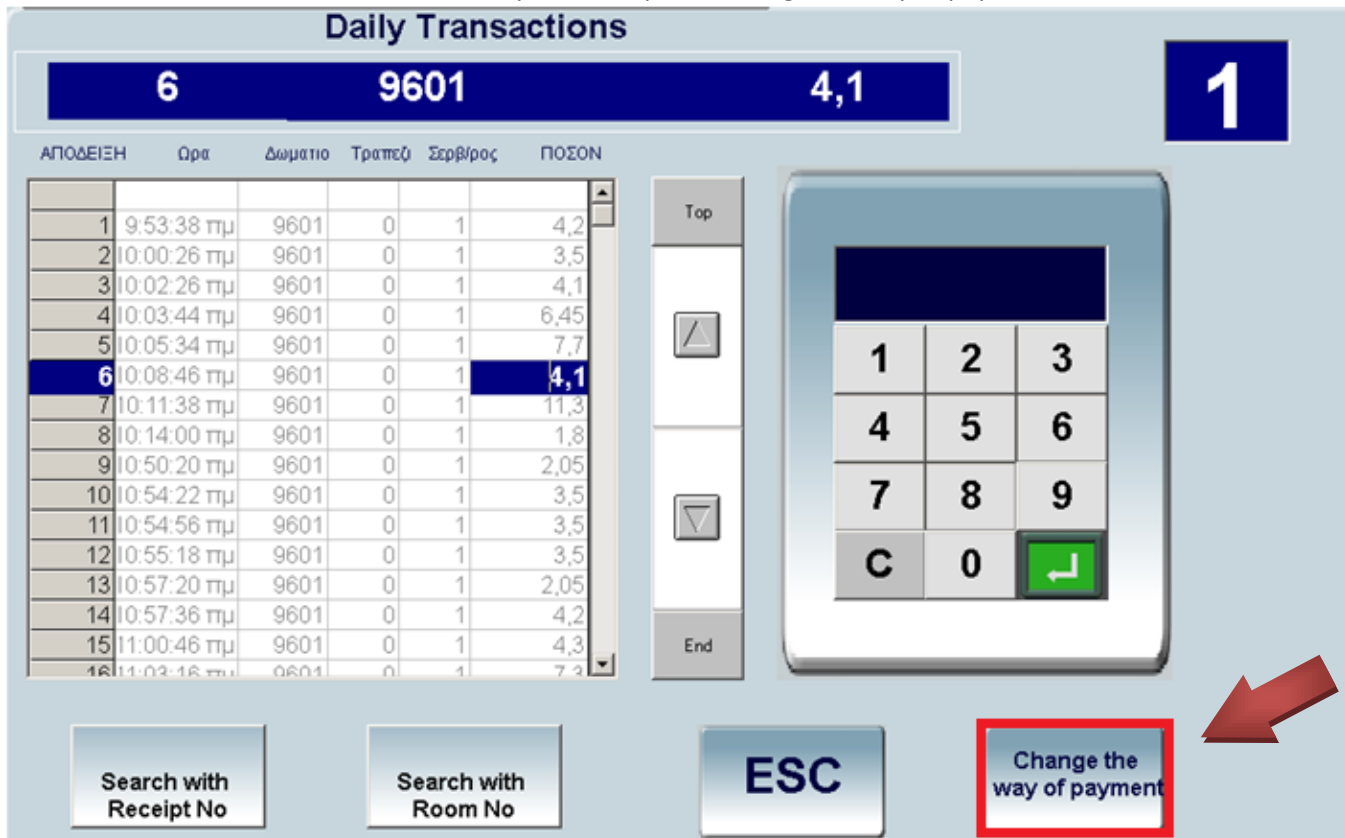
## 9. Receipt Cancellation



To cancel a receipt, we click ,from the main page, . Insert user and password to enter.



From the next screen, we select . The following screen appears....From the numpad, we select the number of the receipt we want to cancel and press enter. Now, the program has marked for us the receipt, showing us the total summary, then we press “change the way of payment”.



**Daily Transactions**

6 9601 4,1 1

ΑΠΟΔΕΙΞΗ	Ωρα	Δωμάτιο	Τραπεζή	Σερβίρος	ΠΟΣΟΝ
1	9:53:38 πμ	9601	0	1	4,2
2	10:00:26 πμ	9601	0	1	3,5
3	10:02:26 πμ	9601	0	1	4,1
4	10:03:44 πμ	9601	0	1	6,45
5	10:05:34 πμ	9601	0	1	7,7
6	10:08:46 πμ	9601	0	1	4,1
7	10:11:38 πμ	9601	0	1	11,3
8	10:14:00 πμ	9601	0	1	1,8
9	10:50:20 πμ	9601	0	1	2,05
10	10:54:22 πμ	9601	0	1	3,5
11	10:54:56 πμ	9601	0	1	3,5
12	10:55:18 πμ	9601	0	1	3,5
13	10:57:20 πμ	9601	0	1	2,05
14	10:57:36 πμ	9601	0	1	4,2
15	11:00:46 πμ	9601	0	1	4,3
16	11:03:16 πμ	9601	0	1	7,2

Buttons: Search with Receipt No, Search with Room No, ESC, Change the way of payment (highlighted with a red box and arrow).

From the next screen, we select ‘return’ with the arrow and then press enter...



Amount: 4,1 Customer ID: 9601 Receipt No: 6

from μετρητά 4,1

WAY OF PAYMENT

CASH

RETURN (highlighted with a red box and arrow)

Split a Receipt 4,1 to επιστροφή

Buttons: 7, 8, 9, ESC, 4, 5, 6, C, 1, 2, 3, Park, 0, ., ← (highlighted with a red box and arrow).

17/7/2013 2:25:52

Waiter 1

Table 0

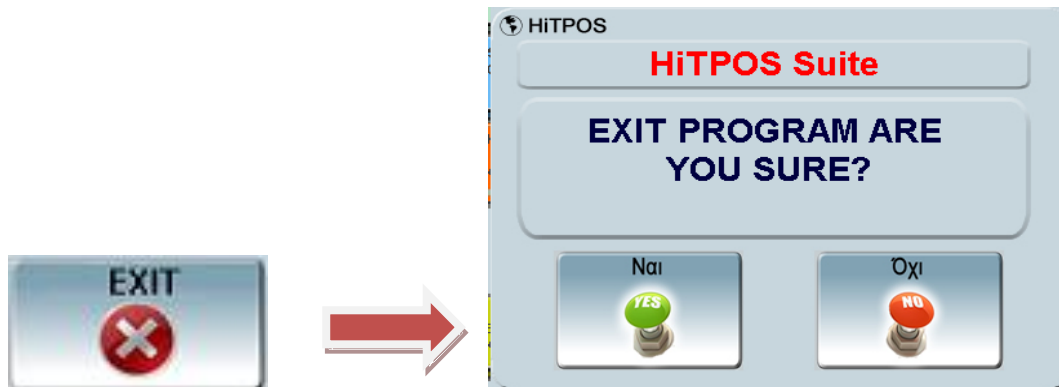
2 x Hamburger = 4,1  
1 x Χωρίς Μους = 0  
1 x Χωρίς Pick = 0

Next, we click the YES button...and the cancelation is made.



## 9. Quit the Application

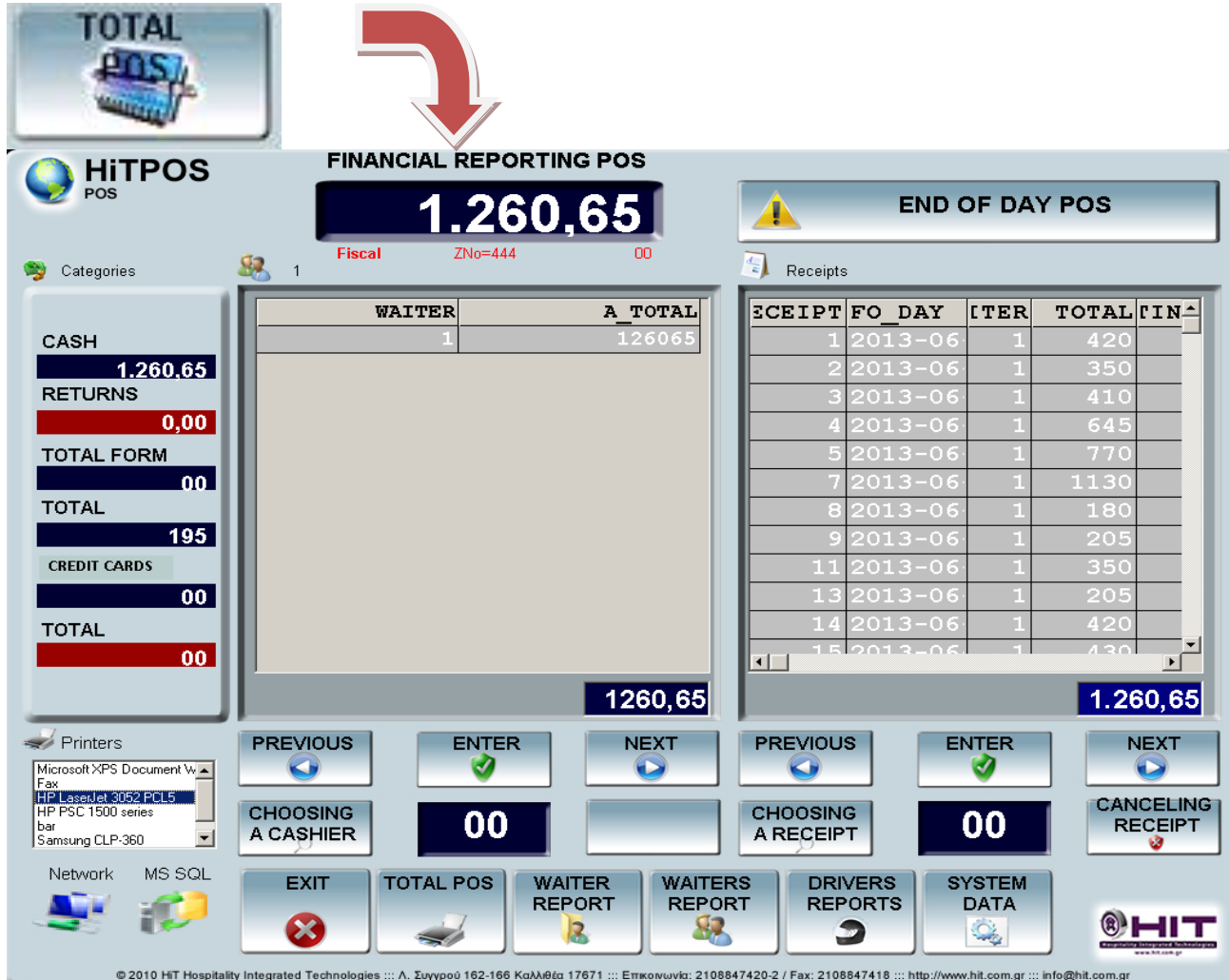
To quit the application, click on the “Exit” button which is located down and left on our main screen (see picture below). At the message that appears, click “YES” to exit or “NO” to return to the application.





# 10. End Of Day closure (Z-ECR)

From the main screen, we click on “TOTAL POS” and (insert username: 1 and password: 1 if asked) then click on “End of Day” button. At the message that appears click “YES”.



The screenshot displays the HITPOS Financial Reporting POS interface. A large red arrow points from the 'TOTAL POS' button on the main screen to the 'END OF DAY POS' button on this screen. The main display shows a total of 1.260,65. The left sidebar lists various financial categories and their totals. The right sidebar shows a list of receipts for the day. The bottom section contains navigation buttons for previous/next screens, entering data, and accessing reports.

**Financial Reporting POS**

**1.260,65**

Fiscal ZNo=444 00

**END OF DAY POS**

**CASH**  
1.260,65

**RETURNS**  
0,00

**TOTAL FORM**  
00

**TOTAL**  
195

**CREDIT CARDS**  
00

**TOTAL**  
00

**WAITER**  
1

**A TOTAL**  
126065

**1260,65**

**Receipts**

RECEIPT	FO DAY	ITER	TOTAL	FIN
1	2013-06	1	420	
2	2013-06	1	350	
3	2013-06	1	410	
4	2013-06	1	645	
5	2013-06	1	770	
7	2013-06	1	1130	
8	2013-06	1	180	
9	2013-06	1	205	
11	2013-06	1	350	
13	2013-06	1	205	
14	2013-06	1	420	
15	2013-06	1	430	

**1.260,65**

**Printers**  
Microsoft XPS Document W...  
Fax  
HP LaserJet 3052 PCL5  
HP PSC 1500 series  
bar  
Samsung CLP-360

**Network** **MS SQL**

**PREVIOUS** **ENTER** **NEXT** **PREVIOUS** **ENTER** **NEXT**

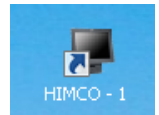
**CHOOSING A CASHIER** **00** **CHOOSING A RECEIPT** **00** **CANCELING RECEIPT**

**EXIT** **TOTAL POS** **WAITER REPORT** **WAITERS REPORT** **DRIVERS REPORTS** **SYSTEM DATA**

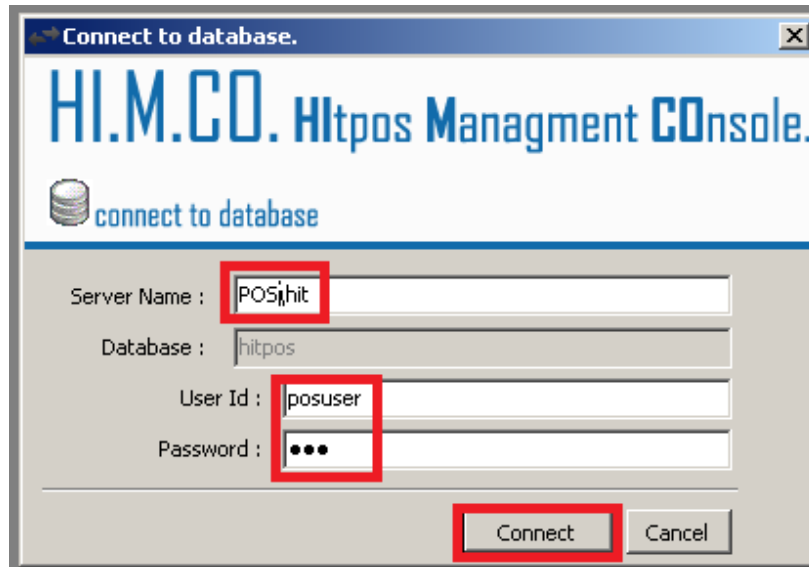
© 2010 HIT Hospitality Integrated Technologies :: Α. Συγγρού 162-166 Καλαμάτα 17671 :: Επικοινωνία: 2108847420-2 / Fax: 2108847418 :: http://www.hit.com.gr :: info@hit.com.gr

# 11. Managing HiTPOS

The management of HiTPOS application can be performed through HiMCO. After the installation of HiMCO, we double-click on the HiMCO icon.

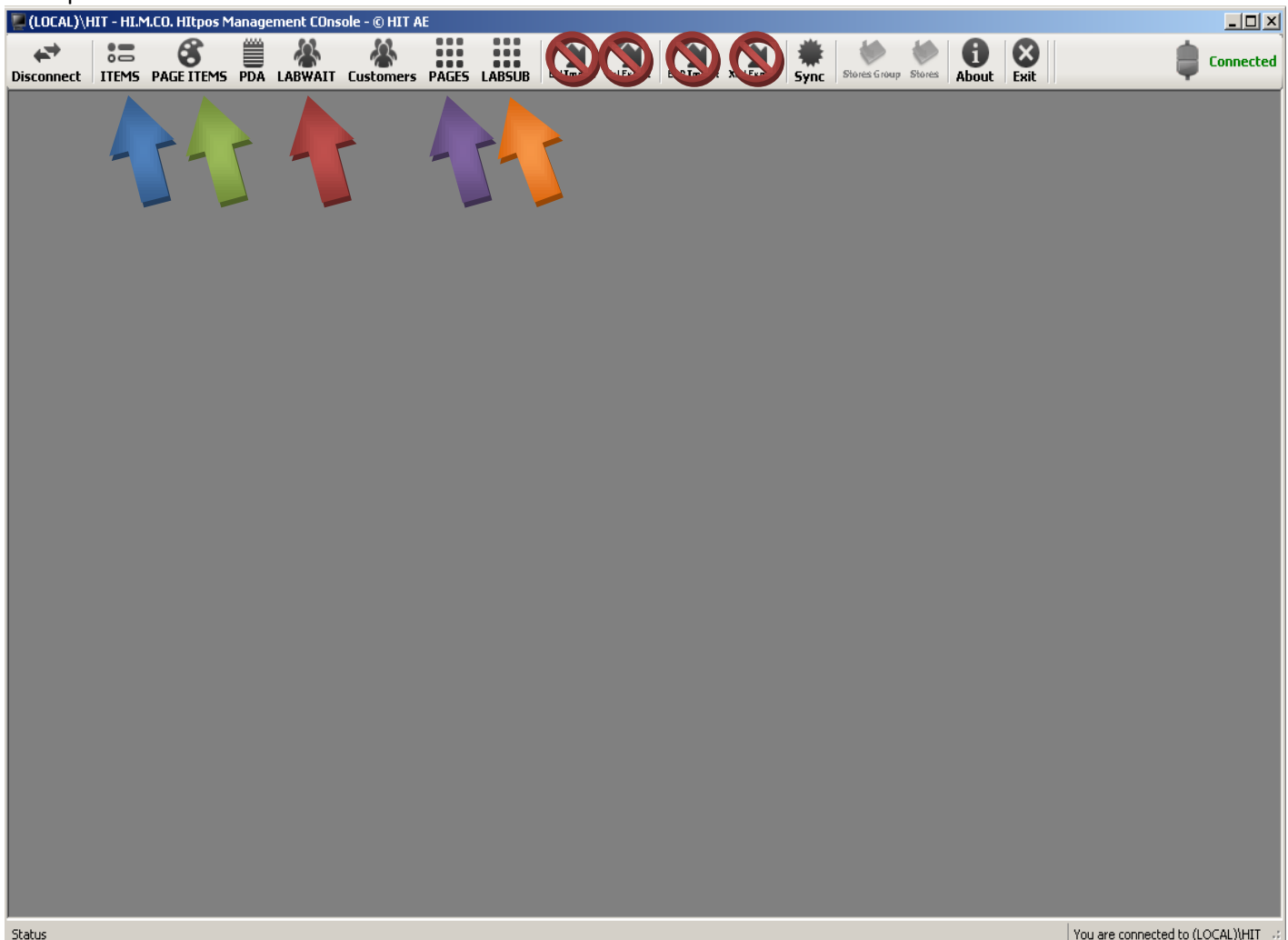


As the main screen appears, enter at Server Name field the name of the Database. (e.g. POS\hit), At User Id enter "posuser" and password: 123. Then, click "Connect" button.



The image shows a 'Connect to database' dialog box for the 'HI.M.CO. Hitpos Managment COnsole'. It contains four input fields: 'Server Name' (containing 'POS\hit'), 'Database' (containing 'hitpos'), 'User Id' (containing 'posuser'), and 'Password' (containing three dots). A 'Connect' button is highlighted with a red box.

The next screen is the main page of HiMCO, where we can manage items, buttons, waiters and groups. All the buttons are explained below...





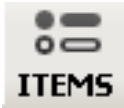
**Blue Arrow:** This is for managing items. Change price, vat, group or name.

**Green Arrow:** This is for managing the buttons that are depicted in HiTPOS.

**Red Arrow:** This is for managing Users.

**Purple Arrow:** This is for managing the Shortcut Buttons.

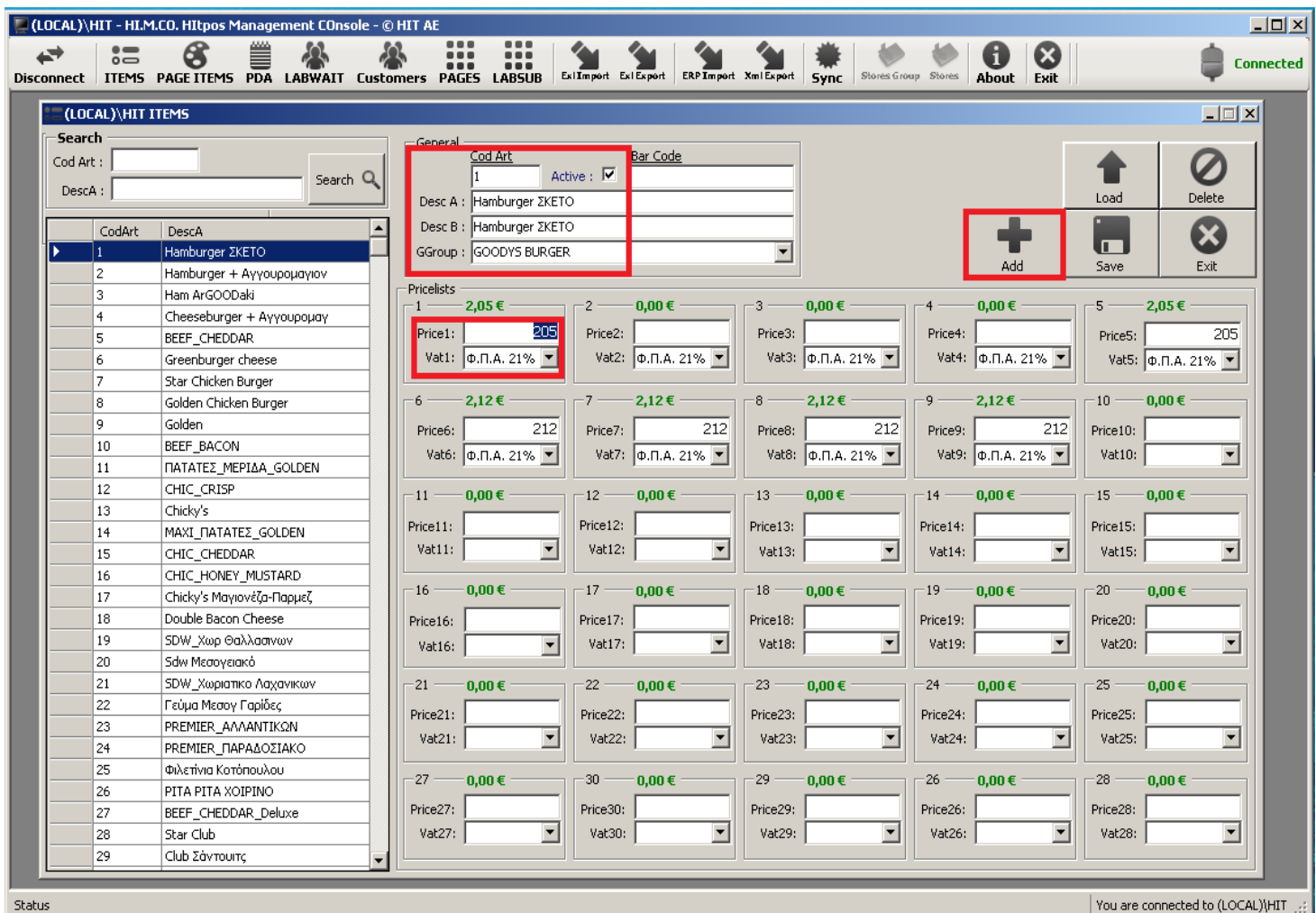
**Orange Arrow:** This is for managing group categories.



As we click on items button, the screen below appears...









Now, we can manage items. By clicking on one item, we can check its price, vat and group category. We can change any of the above by simply selecting the box and alter the value to what we want.

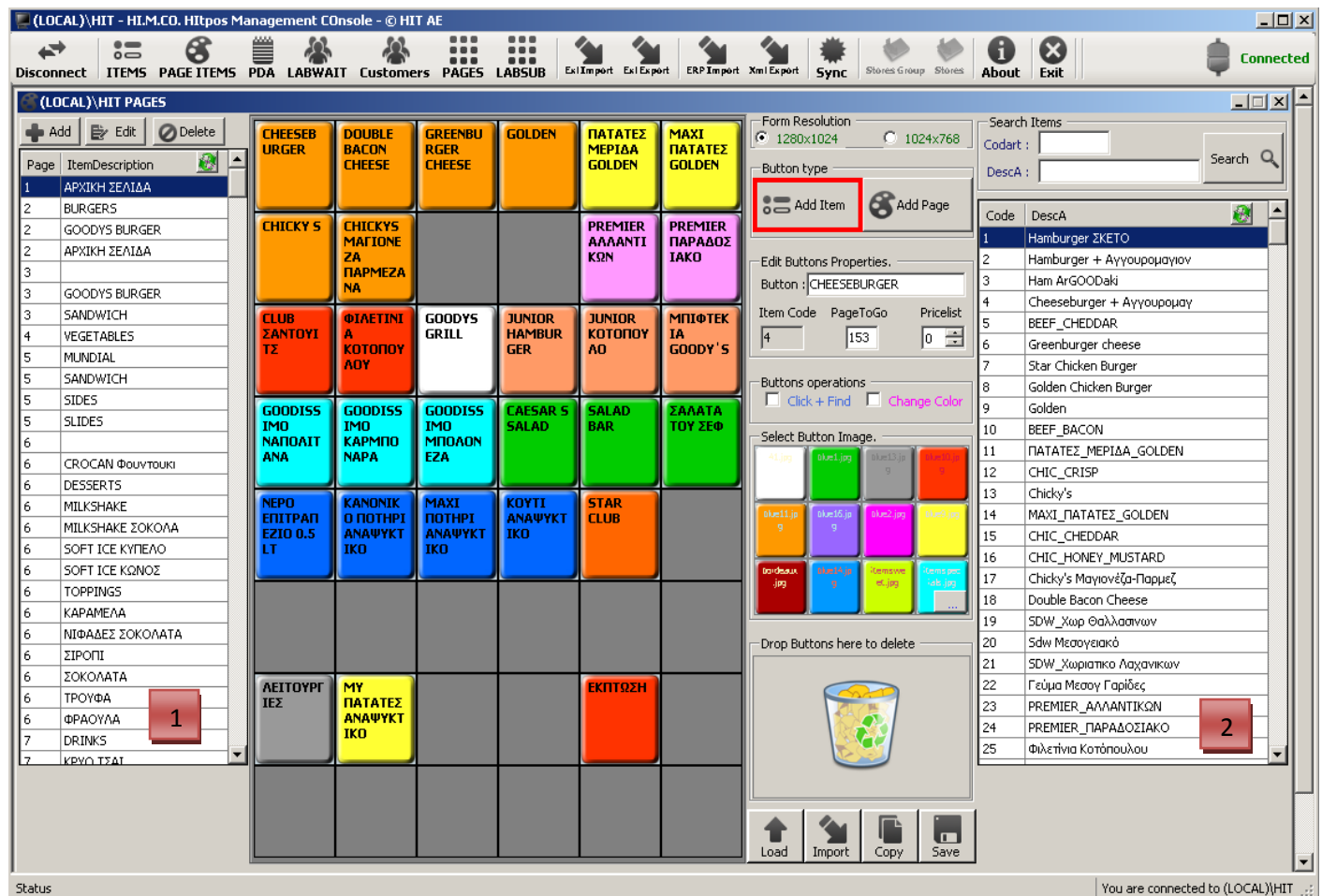
If we need to add a new item, click on the ADD button, located on the top-right side of the table. Then, we insert the codart of the item, the name of the item (both in descA and descB fields), the group of the item in GGroup field, the price of the item in PRICE1 field and the vat of the item at VAT1 field. Then, click SAVE button. The table has many fields of price and vat so as to use them in case of more than one pricelists, like DINE IN and TAKE AWAY pricelists. By default, price1 is for DINE IN and price5 is for TAKEAWAY.



The screenshot shows the HIT POS Management Console interface. The top menu bar includes options like Disconnect, ITEMS, PAGE ITEMS, PDA, LABWAIT, Customers, PAGES, LABSUB, and various import/export functions. The main window is titled '(LOCAL)\HIT - HIT.M.CO. HITpos Management Console - © HIT AE'. On the left, there is a search bar and a list of items. The selected item, 'Hamburger ZKETO', is shown in the 'General' section with fields for Cod Art, Desc A, Desc B, and GGroup. The 'ADD' button is highlighted with a red box. Below the general section, there is a 'Pricelists' section with a grid of price and VAT fields for different pricelists (1-30).

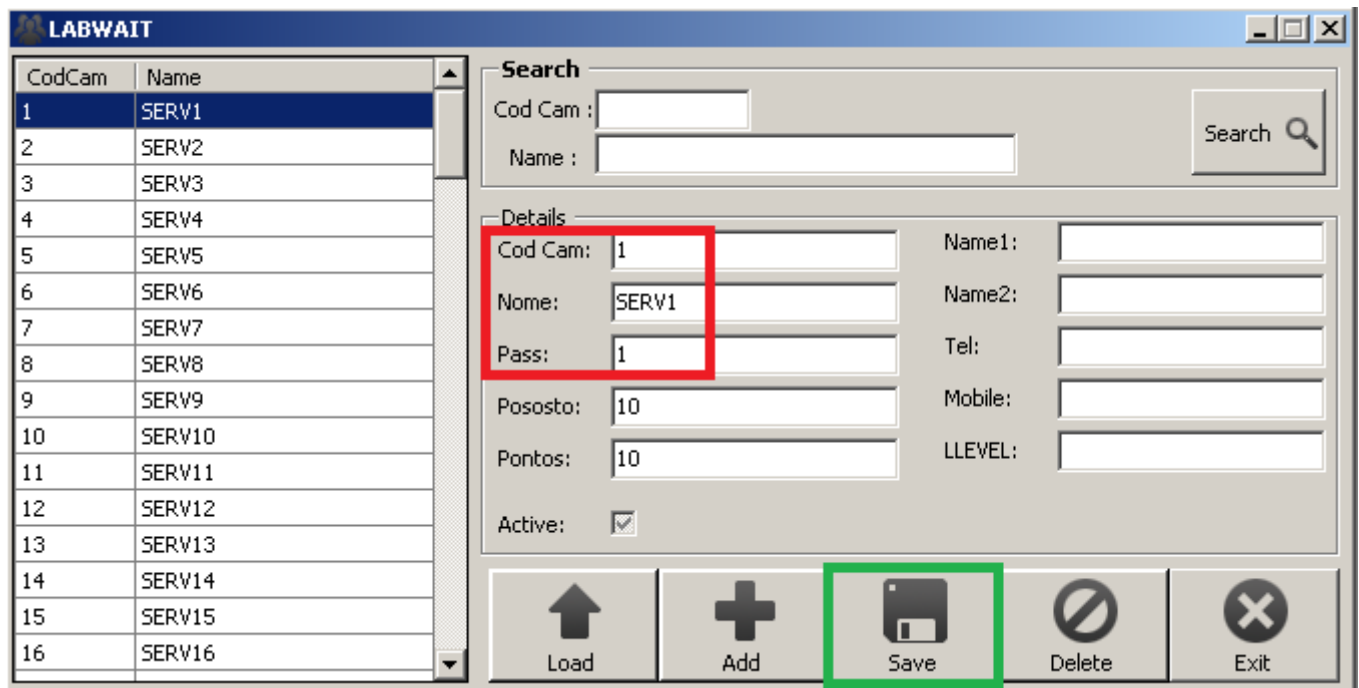
## PAGE ITEMS

After clicking pageitems button, a screen appears in which we can manage HITPOS buttons. The screen is based on drag-and-drop use. As we can see, the left list[1] is the page list and the right list[2] is the item list. The Main Page is page1. To go to another page, just click on the left list[1] and choose one to manage. To add a new page, click above the list[1], the button . Enter a page number that DOES NOT exist and insert a name. After that, click on  and then . To edit an existing page, we click  and make the change we want. Then click  and . To close the edit properties click on . To delete a page just click on the page and then click . To insert a button, first we make sure that “add item”, from button type, is selected. Then, we just have to choose an item from the right list[2] and drag-and-drop a colored button on an empty slot and SAVE. To delete a button, just drag-and-drop it on recycle bin image.






Here we manage our users. As we can see, there is a list with default names of users. By clicking on them, we can see details about each user, so as to change whatever we like. We have to mention that there is a field called “LLEVEL”, which is responsible for the level of access. So, for the cashier llevel should be ‘1’ as for manager should be ‘2’.



The LABWAIT interface shows a list of users on the left and a details form on the right. The list has columns 'CodCam' and 'Name'. The details form has fields for 'Cod Cam', 'Name', 'Pass', 'Pososto', 'Pontos', 'Name1', 'Name2', 'Tel', 'Mobile', 'LLEVEL', and an 'Active' checkbox. The 'Save' button is highlighted with a green box.

CodCam	Name
1	SERV1
2	SERV2
3	SERV3
4	SERV4
5	SERV5
6	SERV6
7	SERV7
8	SERV8
9	SERV9
10	SERV10
11	SERV11
12	SERV12
13	SERV13
14	SERV14
15	SERV15
16	SERV16

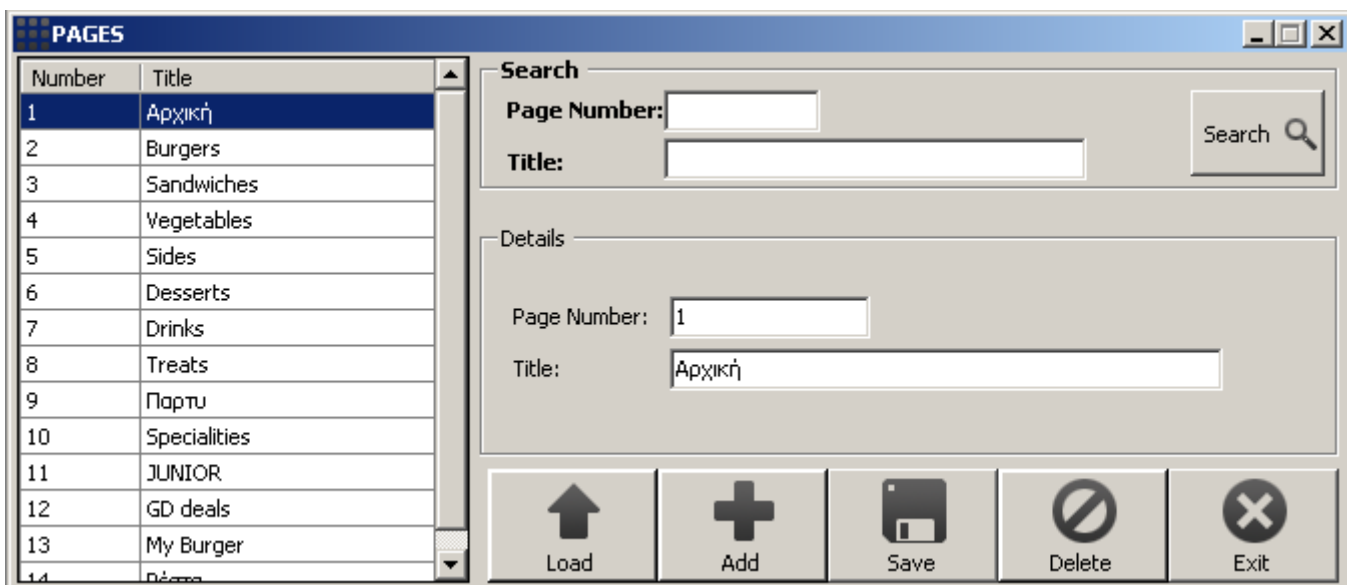
Search  
Cod Cam :   
Name :  Search 

Details  
Cod Cam:   
Name:   
Pass:   
Pososto:   
Pontos:   
Name1:   
Name2:   
Tel:   
Mobile:   
LLEVEL:   
Active: ☒

Buttons: Load, Add, Save, Delete, Exit




This function is for changing the left-side buttons (shortcuts) on the main screen. The managing is pretty easy. We just click on the list which page we want to change and then on the field title we change the name. The maximum page shortcuts are 14.



The PAGES interface shows a list of pages on the left and a details form on the right. The list has columns 'Number' and 'Title'. The details form has fields for 'Page Number' and 'Title'. The 'Save' button is highlighted with a green box.

Number	Title
1	Αρχική
2	Burgers
3	Sandwiches
4	Vegetables
5	Sides
6	Desserts
7	Drinks
8	Treats
9	Παγω
10	Specialities
11	JUNIOR
12	GD deals
13	My Burger
14	...

Search  
Page Number:   
Title:  Search 

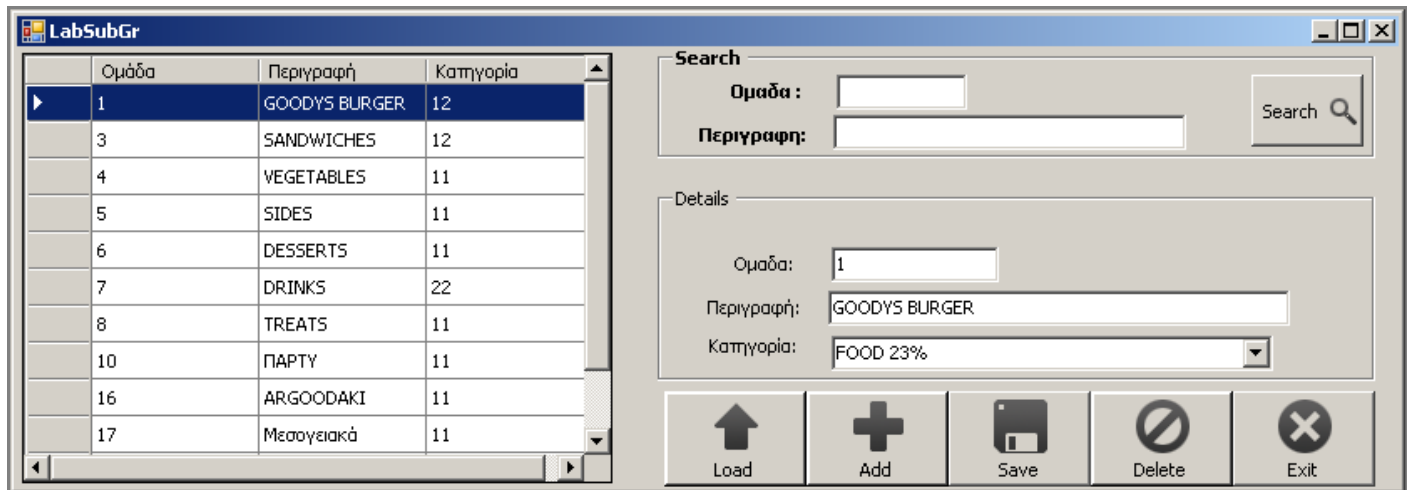
Details  
Page Number:   
Title:

Buttons: Load, Add, Save, Delete, Exit



Here, we can add or remove groups, change vat category, alter the name e.t.c.

Once again, we click on the list the group we want to change and then on the right fields we manage the name of the group and vat category. To add a new one, click on the ADD button, type on the fields the name and the number of the group and then SAVE.



Ομάδα	Περιγραφή	Κατηγορία
1	GOODYS BURGER	12
3	SANDWICHES	12
4	VEGETABLES	11
5	SIDES	11
6	DESSERTS	11
7	DRINKS	22
8	TREATS	11
10	ΠΑΡΤΥ	11
16	ARGOODAKI	11
17	Μεσογειακά	11

**Search**

Ομάδα :

Περιγραφή:

**Details**

Ομάδα:

Περιγραφή:

Κατηγορία:

Load Add Save Delete Exit



This is for managing customers list (name,address e.t.c.). Its main use is for delivery service. **NOT IN USE.**



This button is for converting the POS pages in PDA format. **NOT IN USE.**



Connect/disconnect from current database to other.



Exits from HiMCO.

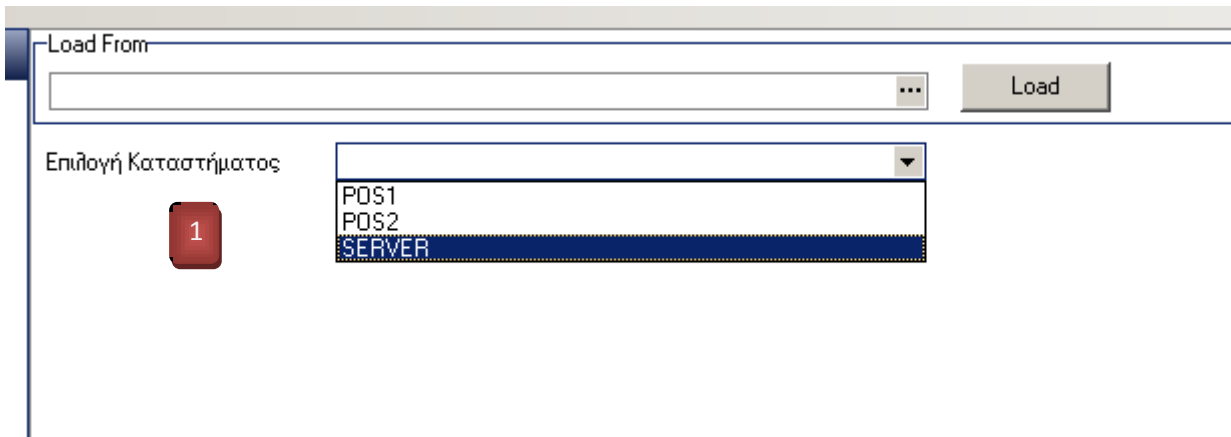
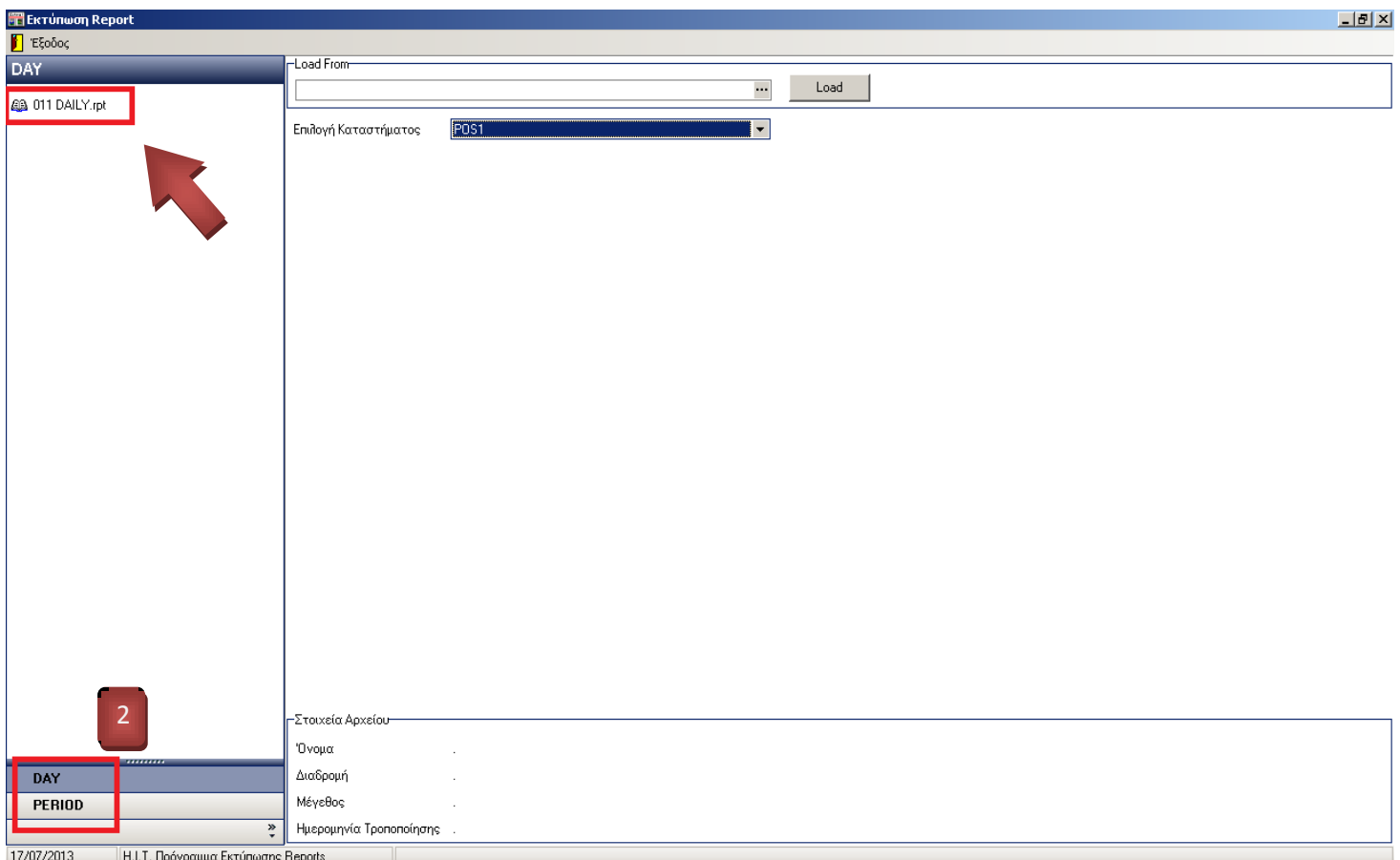


Synchronization between the Database that we work and other DBs.

# 12. Using Print Reports



We double-click on **Print Reports**. We select from the field[1] the P.O.S. or Server that we want to check. After that, from the bottom-left side[2] we choose the kind of report we want to use. There are Daily reports and Periodical Reports. With the periodical report, we can check a desired length of time whereas with daily reports ONLY today. The following images show Daily and Periodical reports...

PERIODICAL SALES FROM 11/02/2013 TO 11/02/2013								
Προϊόν	QUANTITY	TAKEAWAY PRICE	VALUE	QUANTITY	DINE IN PRICE	VALUE	S.R.	
1 Hamburger ΣΚΕΤΟ	0	1,60 €	0,00	1	2,05 €	2,05	0,25	
2 Hamburger	4	1,60 €	8,20	3	2,05 €	6,15	1,77	
4 Cheeseburger	32	1,75 €	68,80	42	2,15 €	90,30	18,73	
5 BEEF_CHEDDAR	0	3,20 €	0,00	3	3,80 €	11,40	0,76	
6 Greenburger cheese	3	2,50 €	9,45	5	3,15 €	15,75	2,03	
9 Golden	3	2,50 €	9,45	6	3,15 €	18,90	2,28	
10 BEEF_BACON	0	1,60 €	0,00	1	4,60 €	4,60	0,25	
11 ΠΑΤΑΤΕΣ_ΜΕΡΙΔΑ_GOLDEN	9	7,50 €	17,10	28	1,90 €	53,20	9,37	
12 CHIC_CRISP	0	1,75 €	0,00	1	3,80 €	3,80	0,25	
13 Chicky's	3	2,80 €	10,50	9	3,50 €	31,50	3,04	
14 MAXI_ΠΑΤΑΤΕΣ_GOLDEN	3	3,05 €	6,15	6	2,05 €	12,30	2,28	
15 CHIC_CHEDDAR	0	1,45 €	0,00	2	4,25 €	8,50	0,51	
17 Chicky's_Μαγιονέζα-Παρμεζάνα	3	2,80 €	10,50	8	3,50 €	28,00	2,78	
18 Double Bacon Cheese	0	2,00 €	0,00	8	2,60 €	20,80	2,03	
23 PREMIER_ΑΛΛΑΝΤΙΚΩΝ	2	7,90 €	6,20	4	3,10 €	12,40	1,52	
24 PREMIER_ΠΑΡΑΔΟΣΙΑΚΟ	3	7,90 €	9,30	4	3,10 €	12,40	1,77	
25 Φιλέτινα Κοτόπουλου	0	4,15 €	0,00	13	5,15 €	66,95	3,29	
29 Club_Σάντουιτς	0	3,75 €	0,00	4	4,85 €	19,40	1,01	
30 Σως Μικρή	1	0,35 €	0,40	1	0,40 €	0,40	0,51	
39 Μερικά Sauce	3	0,90 €	3,30	6	1,10 €	6,60	2,28	
42 Caesar's Salad	2	4,10 €	9,80	12	4,90 €	58,80	3,54	
43 Mama's Salad	0	3,95 €	0,00	1	4,40 €	4,40	0,25	
50 Σαλάτα του Σερ	0	4,10 €	0,00	3	4,90 €	14,70	0,76	
51 Coca Cola Zero	0	7,90 €	0,00	1	1,75 €	1,75	0,25	
52 Μικρό Ποτήρι_Αναψυκτικό	0	1,20 €	0,00	11	1,45 €	15,95	2,78	
54 Κενοτικό Ποτήρι_Αναψυκτικό	1	1,45 €	1,75	20	1,75 €	35,00	5,32	
55 MAXI ποτήρι_Αναψυκτικό	3	1,60 €	5,70	3	1,90 €	5,70	1,52	
57 Κουτί Αναψυκτικό	1	1,20 €	1,30	0	1,30 €	0,00	0,25	
59 Σόδα	0	1,15 €	0,00	1	1,30 €	1,30	0,25	

Εκτύπωση Report

Έξοδος

PERIOD

REPORT PER WAITER.rpt

SALES BY HOUR.rpt

Load From

Load

Επιλογή Καταστήματος

POS1

Στοιχεία Αρχείου

Όνομα

Διαδρομή

Μέγεθος

Ημερομηνία Τροποποίησης

DAY

PERIOD

17/07/2013


HiT - Πρόγραμμα Εκτύπωσης Reports

Start

EN

12:34 μμ



 <span>100%</span> <span>Total:648 100% 648 of 648</span>	
<p align="center"><b>TURNOVER COMPARISON FROM 11/02/2013 TO 12/02/2013</b></p> <p align="right">Printed 17/7/2013 1:25:49pm</p>	
<b>11/2/2013</b>	
<b>Hour</b>	<b>Total</b>
10:00	16,30
11:00	11,60
12:00	189,60
13:00	346,75
14:00	613,20
15:00	577,80
16:00	303,75
17:00	296,15
18:00	32,10
<b>Total</b>	<b>2.387,25</b>
<b>12/2/2013</b>	
<b>Hour</b>	<b>Total</b>
10:00	15,60
11:00	31,90
12:00	146,05
13:00	254,15
14:00	304,35
15:00	294,90

100%
Total:395 100% 395 of 395

## PERIODIC WAITERS FROM 11/02/2013 TO 11/02/2013

DATE	TOTAL	VAT 1	VAT 2	RECEIPTS	TICKET AVERAGE
11/2/2013	2.387,25 €	0,00 €	2.387,25 €	395	6,04 €
2 SERV2	2.387,25 €	0,00 €	2.387,25 €	395	
<hr/>					
	TOTAL	VAT 1	VAT 2		TICKET AVERAGE
	2.387,25 €	0,00 €	2.387,25 €		6,04
AFTER TAX AMOUNTS					
	1.940,85 €	0,00 €	1.940,85 €		4,91
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ΕΥΝΟΛΟ	Φ.Π.Α. Β	Φ.Π.Α. Γ	ΑΠΟΔΕΙΞΕΙΣ	TICKET AVERAGE	
2.387,25 €	0,00 €	2.387,25 €	395	6,04	